

NEW ALBANY HIGH SCHOOL
Permission to Leave Campus for Semester Exams
December 2016

Semester exams for NAHS will take place on December 14th, December 15th, and December 16th. For the past several years, NAMS and NAHS used the same exam schedule so we were able to dismiss students at 11:05 a.m. on the 2nd and 3rd day of exams and provide bus transportation without additional costs. However, this is not the case this year.

NAMS is no longer giving midterm exams; therefore, we no longer have the same schedule on our designated exam dates. The high school has decided to continue to use our semester exam schedule in order to provide adequate time for students to take their exams and to spread the exams over three days to help students manage the workload. Additionally, we are only providing transportation at the normal 2:40 p.m. time as opposed to the 11:05 a.m. dismissal time on December 15th and December 16th as in previous years.

In order to promote a quiet and orderly testing atmosphere, students with documented parent/guardian permission will be allowed to arrive to school late or leave early for any period in which an exam is not scheduled. Students who remain on campus and do not have an exam period will be required to attend supervised study centers in the Jefferson Room or NAHS Library.

Also, students will be able to leave campus at 11:00 a.m. on Thursday, December 15th and Friday, December 16th. Students who remain on campus will be expected to attend supervised study centers in the Jefferson Room and NAHS Library until dismissal. During the exam schedule, lunch will be available on Wednesday, December 14th between 10:50 and 11:55 a.m. and 11:10 a.m.-11:59 a.m. on Thursday, December 15th and Friday, December 16th. The exam schedule is on the next page.

We will run buses on the regular schedule. Any student who wishes to ride the bus home must report to the Jefferson Room or NAHS Library after lunch on Thursday, December 15th and Friday, December 16th until the normal 2:40 p.m. dismissal time.

Please sign below if you give permission for your son or daughter to be released from campus at 11:00 a.m. on Thursday, December 15th and Friday, December 16th, and have your son or daughter return this form to his/her 2nd period teacher by Friday, December 9th. Please contact school administration at 614-413-8303 if you have any questions.

Student Name: _____

2nd Period Teacher: _____

Parent Name: _____

Parent Signature: _____

Phone: _____

Date: _____

NAHS EXAM SCHEDULE DECEMBER 2016

Wednesday, December 14th			
Period	Time	Duration	Notes
2	8:00- 9:20	80 minutes	
3	9:25-10:45	80 minutes	
Lunch/House A	10:50-11:20	30 minutes	House to be a SC
Lunch/House B	11:25-11:55	30 minutes	House to be a SC
ACT	12:00-1:15	80 minutes	ACT to be a SC
4/5	1:20-2:40	80 minutes	
Thursday, December 15th			
Period	Time	Duration	Notes
1	8:00-9:20	80 minutes	
7	9:35-10:55	80 minutes	15 minute passing
Dismiss	11:00		
Make-up Exam	1:20-2:40	80 minutes	
Friday, December 16th			
Period	Time	Duration	Notes
6	8:00-9:20	80 minutes	
8	9:35-10:55	80 minutes	15 minute passing
Dismiss	11:00		
Make-up Exam	1:20-2:40		

Notes:

- Exams are to be taken during the designated period only.

Transportation

- Bus transportation will be provided for the start of school each morning and for the 2:40 p.m. dismissal.
- Students must turn in an early dismissal permission form signed and dated by a parent in order to be dismissed at 11:00 a.m. on Thursday, December 15th and Friday, December 16th.

Lunch

- Lunch will be available in the cafeteria from 11:10-11:59 on Thursday, December 15th and Friday, December 16th.
- The Jefferson Room will not be open for lunch on Thursday, December 15th and Friday, December 16th.

Make up Exams

- Students who have make-up exams make test arrangements with teachers.